

RS-M-16
1 December 1954

REFERENCE SUBCOMMITTEE OF THE ADVISORY COMMITTEE ON
FOREIGN LANGUAGE PUBLICATIONS

Minutes of Meeting held in CIA Library, [REDACTED] 25X1A6a
Washington, D. C. at 1000-1130 hours.

PRESENT:

Mr. Lewis M. Bright, LR, State
Mr. Arthur B. Berthold, LR, State
Mr. Fred W. Shipman, LR, State, Member
Captain Robert C. Laidlaw, AFOIN, Member
Lt. Col. George G. Maxfield, G-2 Doc. Ly., Member
Miss Monica H. Kaech, G-2 Doc. Ly.
Miss Jane C. Bledsoe, G-2 Doc. Ly.
Miss Lina N. Tedford, ONI

FOIAb3c [REDACTED]

Mr. H. Roth Newpher, USIA, Member
[REDACTED] CIA
[REDACTED] USIA, Secretary
[REDACTED] CIA, Chairman

25X1A9a

Approval of Minutes

1. The minutes of the meeting of 13 October 1954 (RS-M-15) were approved.

Captured Document Collections

2. The Chairman requested each Agency representative to review the status of captured document collections under the purview of his Agency and report on the location, control and condition of the collection, restrictions on use and probable disposition of the collection. [REDACTED] 25X1A9a recommended that this information be added to the CIA Library "Guide to Intelligence Reference Material" as a service of common concern to the intelligence community. The CIA Library expects to distribute draft copies

of the "Guide to Intelligence Reference Material" to subcommittee members for their perusal and comment.

Intelligence Report Production

25X1A9a 3. [REDACTED] reported that a decrease had been noted recently in the number of intelligence reports from certain sources received by his organization. This situation suggested a study of the intelligence report intake of each of the IAC agencies in an effort to analyze and, possibly, to predict future workloads in these areas. Lt. Col. Maxfield reported that Army, G-2 Division had noted an increase in report intake during this same period. The Chairman asked each representative to prepare a statement for the January 1955 meeting relative to the sources and quantities of intelligence reports received monthly and the degree of subject or area access to incoming documents.

Cyrillic Union Catalog

25X1A9a 4. [REDACTED] reviewed present procedures for adding entries to the CIA Library copy of the Cyrillic Subject Union Catalog. Under existing arrangements each title received by several of the intelligence agencies is made available to the Library of Congress for copying, incorporation in their microfilm collections and announcement in the Monthly List of Russian Accessions, security considerations permitting. It is the intention of the CIA Library to concentrate its resources on the subject section of the Cyrillic Union Catalog for the present. The author section will be made available in the Biographic Register, OCD. The Library of Congress is currently considering the publication of the Cyrillic Union Catalog in book form.

The Chairman requested representatives to report on the feasibility of incorporation into the Cyrillic Union Catalog records of Russian materials held or received by Agency libraries outside the intelligence system.

5. The next meeting will be held on 19 January 1955 in the Pentagon, Room 4E442 at 1000 hours.

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[REDACTED]
Secretary
Reference Subcommittee